

**BUILDING DEVELOPMENT COMMISSION**  
**Minutes of October 18, 2011 Meeting**

Elliot Mann opened the Building-Development Commission (BDC) meeting at **3:05 p.m. on Tuesday, October 18th, 2011.**

**Present:** Travis Haston, Elliot Mann, Bernice Cutler, Harry Sherrill, Timothy West Kevin Silva, Ed Horne, John Taylor, Rob Belisle, Jonathan Wood and Zeke Acosta

**Absent:** Jon Morris and Hal Hester

## **1. APPROVAL OF THE MINUTES**

*The motion by Travis Haston seconded by Kevin Silva to approve the September 20th, 2011 meeting minutes passed unanimously.*

## **2. BDC MEMBER ISSUES AND COMMENTS**

## **3. PUBLIC ATTENDEE ISSUES AND COMMENTS**

## **4. BAR CODE TECHNOLOGY REPORT**

Geri Walton discussed Bar Code Technology saying that QR is a specific barcode (or two-dimensional code) that is readable by a handheld device. The code consists of black modules arranged in a square pattern on a white background. The information encoded may be text, URL or other data. Reading the barcode with the hand held device takes the customer directly to a web data point. We tested this technology on both a 3G and 4G network and the transfer of information was slow at best. The cost associated with implementing this technology will be determined by staff time, required printers and POSSE integration. The department sees this as being a lower priority behind EPS-EPR and suggests we talk about this in a year from now when EPS-EPR is in place.

## **5. STRATEGY ON HB648 PROOF OF WORKMANS COMP. REQUIREMENT**

The department discussed programming POSSE to activate this issue for permit costs of \$30,000 or more. The added query will verify that you will have less than three employees during the duration of the project; verify that you are an owner acting as contractor, whether residential or commercial or that you are the general contractor on the project. If it's an owner acting as contractor the verification process will be manual but can use electronic submittal of documents by submitting a notarized affidavit for owner acting as contractor, submitting workman's comp certificate and staff checked box noting the documentation has been received, reviewed and permit processing will proceed. If it's a general contractor on the project, verification of workman's comp coverage will be a fully electronic process where the contractor uploads their accord certificate which will activate a notary page requiring verification they've seen the certificate and identifies that the company has the notary #/expiration date and POSSE checks notary information against state listing that if matched allows the permit processing to proceed.

## **6. QUARTERLY REPORTS**

- **Technical Advisory Board Quarterly Report**

There were no sustainable project issues submitted to TAB in July, August or September. The report includes minutes from the July 20<sup>th</sup> and the August 24<sup>th</sup> meetings. The July meeting was spent discussing what to do about IgCC in the BCC environment. The August meeting continued the IgCC topic, also discussing what level of review was appropriate on submittals (limited or full). It was also reported that the CHC-BIM pilot is moving ahead. The department management held their first meeting with the Architect on Oct 4<sup>th</sup>. Plan Reviewers and inspectors start bi-weekly meetings with FreemanWhite on Oct 19<sup>th</sup>. The project is tentatively scheduled to start construction in late winter. Final code hearings will be held on IgCC in Phoenix on November 1-6. Lon McSwain and Willis Horton are slated to attend.

- **Consistency Team Report**

- \*Building held 3 meetings to include 17 Q and A topics developed/issued which includes Commercial Plan Review Issues.

- \*Electrical held 3 meetings and addressed 33 issues in the Q and A format.

- \*Plumbing/Mechanical/Fuel Gas held 3 meetings; Plumbing had 27 new Q and A topics; Mechanical had 11 new Q and A topics with Fuel Gas having 10 new Q and A topics.

- **Code Compliance Report**

- Last quarter we changed to a comparative format, so you can see how the topics and their standings change, as well as the % change from quarter to quarter. “Not ready” was up quite a bit in Bldg (20%), Elec (24%) and Mech (12%); plbg (6%). Rough/finish % split varies, some up, some down

- Bldg; [rough @ 33.72%](#) (up <1/2%), finish @ 22.77% (up >1/2%)
    - Elec; rough @ 13.81% (down 2.7%), finish @ 65.67% (up 2%+)
    - Mech; [rough @ 23.94%](#) (up 1.7%), finish @ 67.91% (same)
    - Plbg; rough @ 27.78% (up 1.7%), finish @ 43.15% (down 3.2%+)

- **Commercial Plan Review Report**

- 80% of projects pass on the 1<sup>st</sup> review; 84% have passed after 2<sup>nd</sup> review. Pass rates on 1<sup>st</sup> review by trade are as follows: Building – 85%; -Electrical – 95%; -Mechanical – 85%; Plumbing – 85%. The Most Common Defects examples are:

- Bldg: egress, AE seal, hardware req'ts, interior finish req'ts, bldg ht & area.
    - Elec: load calcs, wiring method, overcurrent feeders & branch protection, hazardous areas.
    - Mech: eqpt approval, ventilation/exhaust, eqpt accessibility, duct constr & materials, gas piping.
    - Plbg: minimum facilities, fixt req'ts, venting, material tables, oil-grease-sand interceptors

- 1<sup>st</sup> review use of approved as noted at 32% by all trades on the average; down from 32% last quarter

- Largest users; City & County Fire (85%)
    - Critical path users; Bldg (27%), Elec (14%), Mech (11%), Plbg (21%), Zoning (4%);
    - All down 5-7%, except plumbing improved

## 7. Quarterly BDC bulletin exercise

### Previous bulletin topics:

July, 2009	October, 2009	January, 2010	April, 2010
Fy10 budget impact on customers AE Pass Rate data collection  Self-gatekeeping NACO award on RDS-EPS Accessibility Code format change CFD single family review delay	Dept Reorganization Low voltage permits  Self-Gatekeeping transition Accessibility Code transition AE Pass Rate Incentives Program status & timeline  GPR program status	Reorganization focus on customer centric service  Nissan ID's Meck process as best practice  Trades Internet Permits (TIP)	Fy11 budget presentation available  Green Permit Rebates suspension  Technical Advisory Board startup
July, 2010	October, 2010	January, 2011	April, 2011
<i>Expanding TIP</i>  <i>AE Pass Rate update</i>  <i>Web tools for contractors</i>  <i>Current inspection service levels</i>  <i>2010 Reorg Field impact</i>	Why Meck County is a project asset  Nissan ID's Meck process as best practice  AE Pass Rate success  Progress on reorg Plan  Field Service improvements	TAB purpose and customer participation  Technology development and budget baseline  Status of EV introduction  Elec J-man Program Pilot  Changes to <a href="http://www.meckpermit.com">www.meckpermit.com</a>	BIM-IPD code change public hearing  Cost Recovery Work Group startup  Website redesign  EPM development status  Permit activity and related inspect response times  Impact of Senate Bill 22
July, 2011	October, 2011		
Update on Senate Bill 22  BCC Stipulated Code Transition Schedule  TU/LCU/CC/TCO/CO Changes in Process/Fees  NACO Awards  AE Pass Rate Incentives  FY11 Key Data Points	Carbon Monoxide Alarm Requirements  Cost Recovery Work Group Status  2012 NC Building Code Transition  Changes in the Temporary Utility Process		

## 8. Department Statistics and Initiatives Report

### 8.1. Statistics Report

#### 8.1.1. Permit Revenue

- September permit (only) revenue- \$1.289M
- Fy12 budget projected monthly permit revenue;  $\$11,738,711/12 = \$978,226 \times 2 = \$2,934,678$
- At 9/30, YTD permit rev of \$4.1497M is above permit fee revenue projection by \$1.215M or 41.4%

### 8.1.1.1. New Three Year Permit Revenue Chart

### 8.1.2. Construction Value of Permits Issued

- September total - \$227,537,421, with YTD total of \$716,971,899
- FY11 Total at Sept 30 – \$350,098,248
- So FY12 ahead of FY11 by \$366.87M

### 8.1.3. Permits Issued

	August	Sept	3 Month Trend
<b>Residential</b>	3762	2928	4251/3222/3762/2928
<b>Commercial</b>	2668	2275	2139/2134/2668/2275
<b>Other (Fire/Zone)</b>	420	408	384/365/420/408
<b>Total</b>	6850	5611	6774/5721/6850/5611

- Residential down 22.17% \_\_; commercial down 14.73% \_\_; total down 18.1% \_\_
- SF detached new construction permits YTD at 618 vs. 482 at 9/30/2011, so up 28%

### 8.1.4. Inspection Activity: Inspections Performed

Insp. Req.	August	Sept	Insp. Perf.	August	Sept	% Change
<b>Bldg.</b>	4918	4488	<b>Bldg.</b>	4883	4345	-11%
<b>Elec.</b>	6217	5679	<b>Elec.</b>	6287	5673	-9.8%
<b>Mech.</b>	3295	3100	<b>Mech.</b>	3323	3087	-7.1%
<b>Plbg.</b>	2355	2252	<b>Plbg.</b>	2375	2227	-6.24%
<b>Total</b>	16,785	15,519	<b>Total</b>	16,868	15,332	-9.1%

- All trades down; ranging from Bldg at 11% to Plbg at 6.24%
- total inspection requests down 7.55% \_\_, total inspections performed down 9.1% \_\_
- Inspections performed were 98.8% of inspections requested

### 8.1.4.1 Inspection Activity: Inspections Response Time

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Aug	Sept	Aug	Sept	Aug	Sept	Aug	Sept
Bldg.	94.4	95.0	95.7	95.8	98.9	98.8	1.11	1.11
Elec.	86.9	92.1	89.8	93.6	97.5	97.6	1.26	1.17
Mech.	91.3	93.9	92.5	95.3	98.5	98.1	1.18	1.13
Plbg.	90.2	98.9	91.4	99.1	97.5	99.8	1.21	1.02
<b>Total</b>	90.4	94.3	92.2	95.4	98.1	98.3	1.2	1.12

- Performance up across the board; Plbg especially improved, to 98.9%.
- All trades are well above the top end of 85-90% goal range\_\_.

### 8.1.5. Inspection Pass Rates for September, 2011:

OVERALL MONTHLY AV'G @ 85.08%, compared to 84.69% in August

<b><u>Bldg:</u></b>	August – 76.69%	<b><u>Elec:</u></b>	August – 85.86%
	Sept. – 78.09%		Sept. – 84.12%

<b><u>Mech:</u></b>	August – 88.06%	<b><u>Plbg:</u></b>	August – 90.7%
	Sept. – 87.77%		Sept. – 93.22%

- B & P up 1.5-2.5%\_\_; E down 1.7%\_\_; M down .4%-\_\_
- Overall average improved about ½% and well above goal range (75-80%)

### 8.1.5.1 CFD Inspection Pass Rate for September, 2011

- CFD overall inspection pass rate of 75.09% for September, down 7%+ from 82.42% in August

### 8.1.6. OnSchedule and CTAC numbers for September, 2011

#### CTAC:

- 112 first reviews
- Projects approval rate (pass/fail) – 74%
- CTAC was 44% of OnSch (\*) first review volume (112/112+144 = 256)) = 43.75%  
\*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

#### OnSchedule:

- June, 10: 153 - 1st rev'w projects; on time/early – 89.71% all trades, 91.59% B/E/M/P only
- July, 10: 140\* - 1st rev'w projects; on time/early – 87% all trades, 90% B/E/M/P only
- August, 10: 159\* - 1st rev'w projects; on time/early – 87% all trades, 90% B/E/M/P only
- September, 10: 148\* - 1st rev'w projects; on time/early – 85% all trades, 83% B/E/M/P only
- October, 10: 158- 1st rev'w projects; on time/early – 92% all trades, 90% B/E/M/P only
- November, 10: 154- 1st rev'w projects; on time/early – 94% all trades, 94.25% B/E/M/P only
- December, 10: 149- 1st rev'w projects; on time/early – 74.5% all trades, 80% B/E/M/P only (1)
- January, 11: 137- 1st rev'w projects; on time/early – 82.65% all trades, 83.5% B/E/M/P only
- February, 11: 136- 1st rev'w projects; on time/early – 86.6% all trades, 88% B/E/M/P only
- March, 11: 185 (\*)- 1st rev'w projects; on time/early – 85.75% all trades, 84.5% B/E/M/P only
- April, 11: 147- 1st rev'w projects; on time/early – 78.37% all trades, 84.8% B/E/M/P only
- May, 11: 196- 1st rev'w projects; on time/early – 98.5% all trades, 85.5% B/E/M/P only
- June, 11: 251- 1st rev'w projects; on time/early – 95.5% all trades, 94.2% B/E/M/P only
- July, 11: 175- 1st rev'w projects; on time/early – 92.25% all trades, 93.75% B/E/M/P only
- August, 11: 238- 1st rev'w projects; on time/early – 95% all trades, 94.75% B/E/M/P only
- Sept, 11: 219 (\*\*)- 1st rev'w projects; on time/early – 95.25% all trades, 96.5% B/E/M/P only

\*Indicates #'s restated from previous month to correct error in transferring #'s from report

\*\* note that pool reviews this month were very high, at 65-1<sup>st</sup> reviews

#### Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on October 3<sup>rd</sup> showed
  - 1-2 hour projects; at 2 work day booking lead time, except M/P- 6 & Env Hlth -16 work days
  - 3-4 hour projects; at 2-4 work day lead time, except M/P-6, CFD-5, & Env Hlth -16 days

- 5-8 hour projects; at 2-6 days lead time, except CMUD & CLT Zoning-10 days & Env Hlth -16 work days
- CTAC plan review turnaround time; 3 work days lead time, except CFD at 1 day
- Express Review – booking lead time was; 7 work days for small projects, and 11 work days for large.

## **8.2. Status Report on Various Department Initiatives**

### **8.2.1. September Meeting Follow Up**

Gene Morton reported on the Inspection Pass Rate saying that staff looked at 1906 contractors concerning their failure rate. We couldn't detect a discernable pattern. What did stand out repeatedly was that B/E/M/P companies appear consistent in failure rates. The high failure load appears distributed across B/E/M/P contractors. Each trade failure rate has increased about 1.5% from the last quarter where Building was at 1.48%, Electrical was at 1.67%, Mechanical was at 1.39% and Plumbing was at 1.87%. This isn't a scientific analysis but it seems to indicate a high probability that a higher failure rate is represented across the board. We couldn't find a pattern indicating one group more disposed than others.

#### **8.2.1.2. See the Three Year Monthly Permit Revenue Chart**

#### **8.2.1.3. CFD Pass Rate Question**

Per Jon Leonard of CFD, there is no breakdown of the occupancy shell failure rate, but they don't think this is a failure rate issue, but rather reflects that CFD works differently. The contractor often calls for pre-visits, especially on shell projects. CFD accepts that the project isn't ready but thinks multiple trips prior to "crunch time" works better. These inspections are still listed as a failure (the building isn't ready) so this approach drives the inspection failure numbers up, but again CFD thinks it has an end product benefit. It should be noted that CFD inspections failures are not included in contractor pass rate incentives.

#### **8.2.1.4. DNC Estimated Impact on Service**

Preliminary thoughts are that the Time Warner Arena will require inspections staff work 12 hour days from June 15<sup>th</sup> through August 15<sup>th</sup> as well as 24 hour staff availability from August 15<sup>th</sup> through September 4<sup>th</sup>. We will have created a 3<sup>rd</sup> party team to cover the hours of 6:00 a.m. through 6:00 p.m. For hotels such as the Skye Condos, The Blake, etc. we will offer 3<sup>rd</sup> party building and electrical with Mechanical/Plumbing inspections by regular schedule process. We will assume all building inspections by 3<sup>rd</sup> party agreement for the Airport project (this works the same for electrical on the parking deck only. MEP inspections will be a regular scheduled process. Other DNC related projects applying for permit before April 15<sup>th</sup>; plan review and inspections will be by regular schedule offering expedited services as appropriate. For DNC related projects applying for permit after April 15<sup>th</sup>, we will offer/encourage the use of 3<sup>rd</sup> party plan review/inspection team that will handle the projects from start to finish.

### **8.2.2. Success Story Case Study Development**

We are currently working on two example case studies to show the BDC in a future meeting. The Field case study highlights the ABB plant in Huntersville and the Plan Review case study highlights the Electrolux Headquarters. Melanie Sellers asked the BDC if this is what they envisioned when suggesting case studies as well as discussed how we will use the case studies as they continue to build. It was also discussed that they be used in customer meetings, quarterly emails emphasizing services available as well as others.

### **8.2.3. EV Car Qualified List of Engineers and Contractors**

Joe Weathers shared that the EV status remains the same as last month. The Department continues working with BDC member Ed Horne and CAAEC to solicit interest in the program certifying Electrical engineers and contractors as proficient in EV supply multiple commercial installations. Chuck Walker has arranged our presence at the November 28 PENC meeting, where Tim Taylor, Joe Weathers and Mike Rowand of Duke Power will talk about EV's.

#### **8.2.4. Cost Recovery Work Group Update**

The Department has organized meeting topics into four topic groups for review, one group per meeting. The first bi-weekly meeting was held on October 11<sup>th</sup> reviewing:

- upfit auto cost calculator
- mega discount
- phasing costs
- “cost of construction” definition

Meetings are currently scheduled for October 25<sup>th</sup>, November 8<sup>th</sup>, November 22<sup>nd</sup>, and December 6<sup>th</sup>. The CRWG plans to have a final report summary of recommendations for the BDC in the December or January meeting.

#### **8.2.5. Meckpermit.com Electronic Homepage Development**

We are laying out the new look of the e-permitting homepage, based on comments made in the 9/15/11 customer meeting as well as studying the meckpermit.com front page right side buttons to address redundancy. After the E-permitting homepage is locked in, we plan to re-visit the AE tool box front page, studying both different service groups as well as the process flow charts requested by AE representatives participating in this effort. The tool box may turn into an issue of limited real estate, as we’re trying to avoid customers having to drill down several pages to find the needed info, resulting in an AE page with many links. We will also revisit the contractor tool box front page, with an eye towards grouping service topics.

#### **8.2.6. Other**

The Plan Review Task Force held their quarterly meeting on October 12<sup>th</sup>. It was agreed that the AE Pass Rate Incentives numbers look good and do not need revisiting for 18 – 24 months. The PRTF focus now will be technology especially providing customer input to the EPS-EPR startup.

The Building Code Update class will be held on November 18<sup>th</sup>. This is an all day class highlighting changes in the 2012 NC Building Codes. The class will be held at the Hal Marshall Center in Auditoriums 1 and 2. The class instructor is Jeff Vernon, a NC Qualifications Board certified instructor (course #CS2029). The cost is \$75.00 and is to be paid on site. Jeff’s contact information is [jdvernon@carolina.rr.com](mailto:jdvernon@carolina.rr.com).

#### **8.3. Manager/CA Added Comments**

There were no Manager/CA added comments.

### **9. Adjournment**

The October 18th, 2011 Building Development Commission meeting adjourned at 5:04 p.m.

**Note:** The next BDC Meeting is scheduled for 3:00 p.m., Tuesday, November 15<sup>th</sup>, 2011.